

8. Upgrade a WSW/NPW watch: upgrade function inactive

Pre-Conditions:	<ul style="list-style-type: none"> • Issued (white) product in WWA Monitor • Upgrade function inactive • No product/segment highlighted in WWA Monitor
Event Course:	Upgrade WSW/NPW from a watch: upgrade function inactive
<p>1) In the WWA Monitor highlight the issued (white) watch.</p> <p>2) Select <i>Clear...</i> from the WWA Monitor to launch the Composer interface.</p> <p>3) Deselect zones or counties in the GeoViewer being upgraded, to cancel them from watch.</p> <p>4) Adjust <i>Begins</i>, <i>Expires</i>, and <i>ProdExp</i> time fields in the WWA Composer as needed.</p> <p>5) Select the <i>Overview/Synopsis</i> and/or <i>Descriptive</i> text buttons to enter free text (product dependent).</p> <p>6) Select the <i>Save Only...</i> button on the WWA Composer.</p> <p>7) Select the <i>New...</i> button from the WWA Monitor to generate an upgrade segment.</p> <p>8) Select the upgraded <i>Hazard</i> type from the WWA Composer pull down menu.</p> <p>9) Select geographical area of hazard on WWA Geo-Viewer.</p> <p>10) Adjust <i>Begins</i>, <i>Expires</i>, and <i>ProdExp</i> time fields in the WWA Composer.</p> <p>11) Select the <i>Overview/Synopsis</i> and/or <i>Descriptive</i> text buttons to enter free text (product dependent).</p> <p>12) Select any <i>Optional Bullets</i> from the Composer.</p> <p>13) Select the <i>Save Only...</i> button on the WWA Composer.</p> <p>14) Repeat steps 8 through 13 for each hazard upgrade.</p> <p>15) Close the WWA Composer by selecting the <i>Close</i> button located on the bottom right of interface.</p> <p>16) Select all generated segments (tan) from the WWA Monitor, including the first cleared one.</p> <p>17) Select <i>Transmit</i> from the WWA Monitor to display transmit interface.</p> <p>18) Edit & evaluate the final product, then select <i>Yes</i> to disseminate.</p> <ul style="list-style-type: none"> • Select <i>No</i> and return to product preparation process. • <u>Never</u> edit any field other than the headline, overview/synopsis, or descriptive text fields. 	
Post-Conditions:	New issued (white) product in WWA Monitor, public dissemination of product.